

MINUTES

DECEMBER 10, 2015

	The meeting was called to order.																																									
INTRODUCTIONS																																										
AGENDA ITEMS	DISCUSSION	ACTION STEPS / FUTURE EVENTS																																								
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FINANCIAL REPORT	<p><u>QUARTERLY FINANCIAL REPORT</u> [TIM MILLER, INTERIM DES DIRECTOR] Financial Reports are given quarterly: March, June, September, and December. See attached report from Ystn County.</p> <table><tr><td></td><td><i>Opening Balance</i></td><td><i>Debits</i></td><td><i>Credits</i></td><td><i>Ending Balance</i></td></tr><tr><td>Liability Total</td><td>(\$27,232.76)</td><td>0</td><td>0</td><td>\$27,232.76</td></tr><tr><td>Asset Totals</td><td>0</td><td>0</td><td>0</td><td>0</td></tr><tr><td>Revenue Totals</td><td>0</td><td>0</td><td>0</td><td>0</td></tr><tr><td>Expenditure Totals</td><td>0</td><td>0</td><td>0</td><td>0</td></tr><tr><td>General Ledger Total:</td><td>(\$27,232.76)</td><td>0</td><td>0</td><td>(\$27,232.76)</td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr><tr><td colspan="5"><i>December, 2015 Report</i></td></tr></table>		<i>Opening Balance</i>	<i>Debits</i>	<i>Credits</i>	<i>Ending Balance</i>	Liability Total	(\$27,232.76)	0	0	\$27,232.76	Asset Totals	0	0	0	0	Revenue Totals	0	0	0	0	Expenditure Totals	0	0	0	0	General Ledger Total:	(\$27,232.76)	0	0	(\$27,232.76)						<i>December, 2015 Report</i>					Next Report Due: March, 2016
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	<u>EXERCISE DESIGN COMMITTEE:</u> [JEFF ASHWORTH, CHAIR]																																									
	<p><u>OPERATION COYOTE 2016:</u> Work continues on the 2016 Operation Coyote POD Activation Exercise. Due to the Holiday's, the November and December Exercise Design Committee meetings have been cancelled. The next meeting will be <u>January 26, 2016</u>. All are welcome to attend.</p>																																									
	<p><u>ACTIVE SHOOTER EXERCISE [TABLE-TOP EXERCISE]</u> Because of recent events, this table top exercise has moved to the forefront. This exercise is in the planning stages only ... and it is expected to focus on the public's response to notification of an active shooter incident. An actual, full-scale exercise is not being considered at this time.</p>																																									

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	<p><u>FORMIDABLE FOOTPRINT EXERCISE SCHEDULE:</u></p> <table border="1" data-bbox="321 415 1292 1073"> <thead> <tr> <th>Exercise Date</th><th>Scenario</th><th> <p>Separate registration is required to participate in each exercise. Individual participant registration CLOSES at 9:00AM ET on the day prior to the exercise.</p> <p>For agencies and organizations planning to participate in the Formidable Footprint exercise series it is recommended that a minimum of three individuals participate in the exercise working together as part of a disaster planning / response team. By working together as a team you will be able to enhance your disaster knowledge and strengthen your teams overall capabilities.</p> <p>To ensure that all participants receive important situational awareness materials prior to the exercise as well as a Certificate of Participation at the conclusion of the exercise everyone participating in an exercise will need to register. If an individual is not registered they will not receive important e-mailed materials designed to ensure their participation in the exercise is successful.</p> </th></tr> </thead> <tbody> <tr> <td>DEC, 2015</td><td>NO EXERCISES SCHEDULED</td><td></td></tr> <tr> <td>JAN 30, 2016</td><td>EARTHQUAKE</td><td></td></tr> <tr> <td>FEB 27, 2016</td><td>INFLUENZA PANDEMIC</td><td></td></tr> <tr> <td>MAR 26, 2016</td><td>HURRICANE</td><td></td></tr> <tr> <td>APR 30, 2016</td><td>SOLAR STORM</td><td></td></tr> <tr> <td>MAY 28, 2016</td><td>FLOOD</td><td></td></tr> <tr> <td>JUN 25, 2016</td><td>WILDFIRE</td><td></td></tr> <tr> <td>JUL 30, 2016</td><td>TORNADO</td><td></td></tr> </tbody> </table> <p>Here is the main website for the monthly series of Formidable Footprint exercises. http://www.drc-group.com/project/footprint.html</p>	Exercise Date	Scenario	<p>Separate registration is required to participate in each exercise. Individual participant registration CLOSES at 9:00AM ET on the day prior to the exercise.</p> <p>For agencies and organizations planning to participate in the Formidable Footprint exercise series it is recommended that a minimum of three individuals participate in the exercise working together as part of a disaster planning / response team. By working together as a team you will be able to enhance your disaster knowledge and strengthen your teams overall capabilities.</p> <p>To ensure that all participants receive important situational awareness materials prior to the exercise as well as a Certificate of Participation at the conclusion of the exercise everyone participating in an exercise will need to register. If an individual is not registered they will not receive important e-mailed materials designed to ensure their participation in the exercise is successful.</p>	DEC, 2015	NO EXERCISES SCHEDULED		JAN 30, 2016	EARTHQUAKE		FEB 27, 2016	INFLUENZA PANDEMIC		MAR 26, 2016	HURRICANE		APR 30, 2016	SOLAR STORM		MAY 28, 2016	FLOOD		JUN 25, 2016	WILDFIRE		JUL 30, 2016	TORNADO		<p>NEXT EXERCISE DESIGN MEETING:</p> <p>January 26 2016</p> <p>4th Floor/Conf Room Billings Clinic Cancer Center</p> <p>4th Tuesday / Monthly</p>
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	<p><u>GRANTS COMMITTEE</u> [DIANNE LEHM, CHAIR] BLM Fuels Reduction grant project is moving forward. HMEP Grant: Erin has this under control.</p> <p>Assistance to Firefighters Grant: Application process is open. Reminder: Agencies wanting to submit a grant application will have to apply for a SAM's (System for Awards Management) number first. Website to access information regarding the grant application. Please view the Application Assistance Tools on the FEMA website http://www.fema.gov/fire-grant</p> <ul style="list-style-type: none"> • AFG Home Page: www.fema.gov/firegrants • AFG Regional Representatives: http://www.fema.gov/fire-grant-contact-information • FG Help Desk: E-mail: firegrants@fema.dhs.gov Telephone Toll-Free: 1-866-274-0960 <p>REMINDER: If you want help with grants, please you can contact Dianne. She can help agencies proof grants. Contact: Dianne Lehm, lehm@bigskyeda.org</p>	<p>Dianne Lehm lehm@bigskyeda.org</p>																											

COMMITTEE REPORTS		ACTION STEPS / FUTURE EVENTS
	<p>CAER/CITIZENS CORPS [PAM SANDERSON, CHAIR] Pam reported that participation in the proposed Holiday Tree project was lower than expected, so it has been shelved.</p> <p>The 'Day of Caring' project to have people add their mobile phone numbers to the Reverse 9-1-1 database resulted in only 14 people taking advantage of this service.</p> <p>January, 2016 is 'Resolve to be Ready' Month.</p> <p>LEPC Agencies were asked to help in promoting 'Holiday Gift Ideas related to Emergency Preparedness'.</p> <p>Social Media / P.I.O. Policy Status: Pending.</p>	
	<p>HEALTH & MEDICAL ADVISORY GROUP (HMAG) [SHAWN HINES, CHAIR; GREG NEIL] Greg Neil reported. Sharps disposal plan: Tamalee sent out a copy of King County Washington's sharps disposal plan for review by the HMAG members for discussion at the next meet.</p> <p>The next meeting is November 20th. This will be the last meeting until after the first of the year when St. Vincent Healthcare takes over the hosting of HMAG meetings in January.</p>	<p>Next Meeting: January 22, 2016 10:00 - Noon Madison/Jefferson Room - St. Vincent Healthcare, Marillac Hall</p>
	<p>VACCINES: A recent Billings Gazette Article reported approximately 1,500 School District 2 students still aren't up to date with new vaccination rules approved this spring, despite continuing efforts from district officials. The new law allows state and county health official to step in and while the law give state and county health officials authority to instruct districts to enforce the law and hold unvaccinated students out of school.</p> <p>"Sooner or later they're going to have to enforce the law, but I can appreciate the situation they're in," said Billings Rep. Margie MacDonald, a Democrat who sponsored the bill. "It's a lot of kids, it's a lot of effort, it's a lot of communication. It's all taken longer than people anticipated."</p> <p>Some schools, such as Laurel, have held students out who weren't up to date with the new rules out of school.</p> <p>The Gazette article also stated that before the new law was passed, Montana was the only state that did not require chickenpox vaccinations to attend public school.</p> <p>A Gazette analysis found that more than 10 percent of Montana schools didn't have enough students immunized to ensure herd immunity, a term for near-universal inoculation that helps protect entire populations against a disease, even if the vaccine isn't 100 percent effective or certain people can't get immunized for health reasons.</p>	
	<p>CONFERENCE SUB-COMMITTEE [AARON STULC, CHAIR]: A copy of the proposed schedule for the 2016 Conference was distributed. Conference dates are: March 8-10, 2016.</p> <p>The March 2016 LEPC will be held at the Northern Hotel, March 10th from 11:30 – 1:00 p.m.</p> <p>At the September meeting Aaron reported that he would have the finalized accounting of the March, 2015 Conference, however he was unable to attend the October or November LEPC meetings.</p>	<p>FINAL ACCOUNTING OF THE 2015 CONF. IS DUE DECEMBER 10TH.</p> <p>2016 CONFERENCE DATES: MARCH 8-10 NORTHERN HOTEL</p>

	<u>CRISIS COMMUNICATIONS SUB-COMMITTEE:</u> [NO COMMITTEE CHAIR IDENTIFIED.] No report	
	<u>COMMUNICATIONS SUB-COMMITTEE:</u> [JASON MAHONEY, CHAIR] A copy of the Communications Survey will be emailed out. Please do take the time to complete the form for your agency and return it to Jason. Meetings: Monthly - 2 nd Tuesday, 2:00 p.m.	Mansfield Education Center at St. Vincent Healthcare.
	<u>TRAINING SUB-COMMITTEE:</u> [GREG NEIL, CHAIR]	
	<u>UPCOMING TRAINING OPPORTUNITIES:</u> Columbus, MT: Dec 16-17 2015: NIMS ICS – ALL HAZARDS LIAISON OFFICER (flyer attached) Stillwater County DES, Carol Arkell, carkell@stillwater.mt.gov PH: 406-322-8060	
OLD BUSINESS		
NEW BUSINESS		
OTHER BUSINESS	Duane Winslow, Yellowstone County Des Director resigned his post in December 2015. Tim Miller, County Public Works Director was appointed by the County Commissioners to serve as Acting DES Coordinator for Yellowstone County until such time as a replacement DES Director can be hired.	

Next LEPC meeting is scheduled for January 14, 2016 @ 1:30 p.m.

Meeting Adjourned: 2:25 p.m.

ATTENDANCE RECORD – DECEMBER 11, 2015 MEETING

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
Advanced Care Hospital	X	Copeman, Chuck	No	15
Alternatives, Inc.		Clark, Shawna	No	1
American Medical Response		Gurchiek, Lyndy	No	5
	X	Hansen, Brian	No	5
American Red Cross		Firman, Abra	No	1
		Washburn, Jill	No	1
Big Sky EDA – Project Impact	X	Lehm, Dianne	No	5
		Patrick Klugman	No	1
Billings, City of – Airport	X	Barry, Tom		2
		Brown, Jeff		2
		Brumfield, Chase		2
Billings, City of – Airport Fire		Glancy, Mike	No	1
Billings, City of – Fire		Dextras, Paul	No	1
	X	Gibson, Kathy	No	2
		Hoppel, Matt	No	2
		Larson, Terry	No	5
		Rash, William	No	2
Billings, City of – Police		Harper, R.D.		5
Billings, City of - Public Works		Krizek, Boris		3
Billings, City Public Works – Water	X	Workman, Gary	No	3
Billings, City/County Planning		Friday, Wyeth	Yes	5
Billings Clinic		Hoy, Patrick		5
	X	Marcotte, Joe		5
Billings, Public Schools		Pearce, Cyndi	No	3
Brenntag Pacific, Inc.		Gold, Nick	No	15
BusinessWatch Montana		Cox, Meridiith	No	
Carbon County Public Health/Beartooth Blgs Clinic		Anderson, Nathan		65
CHS Pipelines & Terminals– Laurel		Kimble, Brad	No	30
		Lowe, Russ (Retired)		
		Phillips, Joey	No	30
CHS Refinery – Laurel		Metzger, Keith		30
Pipelines & Terminals		Beach, Tina	No	30

LOCAL EMERGENCY PLANNING COMMITTEE

2305 8TH AVENUE NORTH – BILLINGS, MT 59101

JOE MARCOTTE, CHAIR

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
County Water District of Blgs Heights		Nieskens, Duke	No	3
		Brookshire, Peyton	No	3
DHS		Middlebrook, Randy		
DPC	X	Rosh, Ron	No	
DXP	X	Ashworth, Jeff	No	1
ExxonMobil Pipeline		Montgomery, Jeb	N	4.5
	X	Vokral, James	No	4.5
ExxonMobil Refinery		Drain, Kelly	No	3
FBI		Burrows, Travis	Yes	1
FBI		Stewart, Michele	Yes	1
FBI		Walter, Brandon	Yes	1
Faith Chapel		Bragg, Christie		
HOPE [Animal Assisted Crisis Response] Dogs		Findley, Lyn	No	4
		Schlitz, Harry		
Industrial Communications		Miller, Thomas	No	5
Industrial Communications		Reay, Aaron	No	5
Laurel, City of	X	Kolstad, Keith	No	30
Laurel, City of		Markegard, Kurt	No	30
Laurel, City of – Fire Department				
Laurel, City of - Police Department	X	Musson, Rick	No	30
Laurel Public Schools		Bronk, Tim	Yes	30
Laurel Public Schools		Reiter, Scott	Yes	
Lockwood Fire Dept		Staley, John	No	7
Lockwood Fire Dept			No	7
Lockwood Water & Sewer		Woods, Woody		7
Loveland Products		Grassel, Diana		
		Frickle, Melanie		
		Williams, Michael		
MT Dist. V DES Rep.	X	Hanson, Charlie	Yes	5
Montana Highway Patrol		Baum, Craig	No	
MSSC		Roadifer, Greg	No	8
	X	Stulc, Arron		
MSU-Billings – Risk Manager		Aamold, Christy	No	1

LOCAL EMERGENCY PLANNING COMMITTEE

2305 8TH AVENUE NORTH – BILLINGS, MT 59101

JOE MARCOTTE, CHAIR

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
MSU-Billings –Police		Davis, Adam		1
		Forshee, Scott		1
Montana Prescribed Fire Service	X	Bushey, Chuck		
Montana Rail Link		Turner, Mark		20
Montana Sulphur & Chemical		DeHart, Mark	No	
Montana Women's Prison		Paul, Bob		3
National Weather Service		Frieders, Thomas		
		Meier, Keith		
PPC-Montana		Wells, Jon	No	130
PPL-Montana		Beckman, Lee		2
		Broadie, Chris		2
		Clark, Ross		2
		Kimmet, Ken		2
		Magnuson, Chris		1
Phillips 66		Adelman, Ben		2
		Fawcett, Bill	No	1
Phillips 66 Pipeline		Harmon, Jeff	No	
Rimrock Foundation		Eckenroad, Jim	No	1
Riverstone Health	X	Matich, Matt	Yes	2
		Neill, Greg	Yes	2
		Schneeman, Barbara		
	X	Staton, Jennifer	Yes	2
Salvation Army		Jackson, Kevin (Maj)	No	2
St. Andrew Presbyterian		Russell, Aline	No	9
St. John's Lutheran Ministries/Disaster Response		Burgess, Kent		
		Wilkerson, Rob		6
St. Vincent Healthcare		Dugan, Bill		1
		Janskovitch, Tony		
	X	Mahoney, Jason		
		Olivas, Adam	No	
		Wofford, Terri		2
Stillwater Billings Clinic		Davey, Scott	Yes	100
		Grim, Jill	Yes	100
Sysco Food Service		Kelly, Chuck		4
		Lough, Bob		4

LOCAL EMERGENCY PLANNING COMMITTEE

2305 8TH AVENUE NORTH – BILLINGS, MT 59101

JOE MARCOTTE, CHAIR

Company	Present	Name	Federally Funded Yes / No	Miles Travelled One-way
US Marshal's Service		Ostermiller, Rod		
		Rash, Carol	Yes	2
UP EPA, Region 8		Merritt, Steven	Yes	440
US EPA		Myers, Craig	Yes	400
United States Postal Service		Haight, Rae Ann	Yes	1
United Properties		Newell, Danna	No	
US Water Rescue Dive Team		Harper, Oren	No	1
		Weinreis, Shane	No	4
United Way Volunteer Center	X	Sanderson, Pam	No	2
YARES, Radio Club		Bikle, Chuck	No	6
		Glass, Ron	No	6
Yellowstone County DES	X	Miller, Tim		
	X	Oberg, Linda		
Yellowstone County Fuel Mitigation		Bushey, Chuck	No	2
Yellowstone County GIS		Luppen, Janelle		
Yellowstone Co – Sheriff		Siegle, Tim		
		Skillen, Shane		2
		Wallis, Vince		
83 rd Civil Support Team (WMD)		Anderson, Shane	Yes	
		Steichea, Jason	Yes	
			Yes	250
			Yes	250
GUEST:				
	21	TOTAL ATTENDANCE		